3.5.4   BATCH UPDATE INFORMATION

Once the batch update has run, all data sets, files and lists associated with that run are stored in a directory called "bu<yymmddhhmmss>", where "yymmddhhmmss" = the time/date that the batch update was run. These files can be viewed via the "View Batch Update Results" screen. To access this screen:

! Click on the COLLECTION ACTIVITIES button from the StEPS Main Menu

! Click on the BATCH UPDATE button from the Collection Activities Menu.

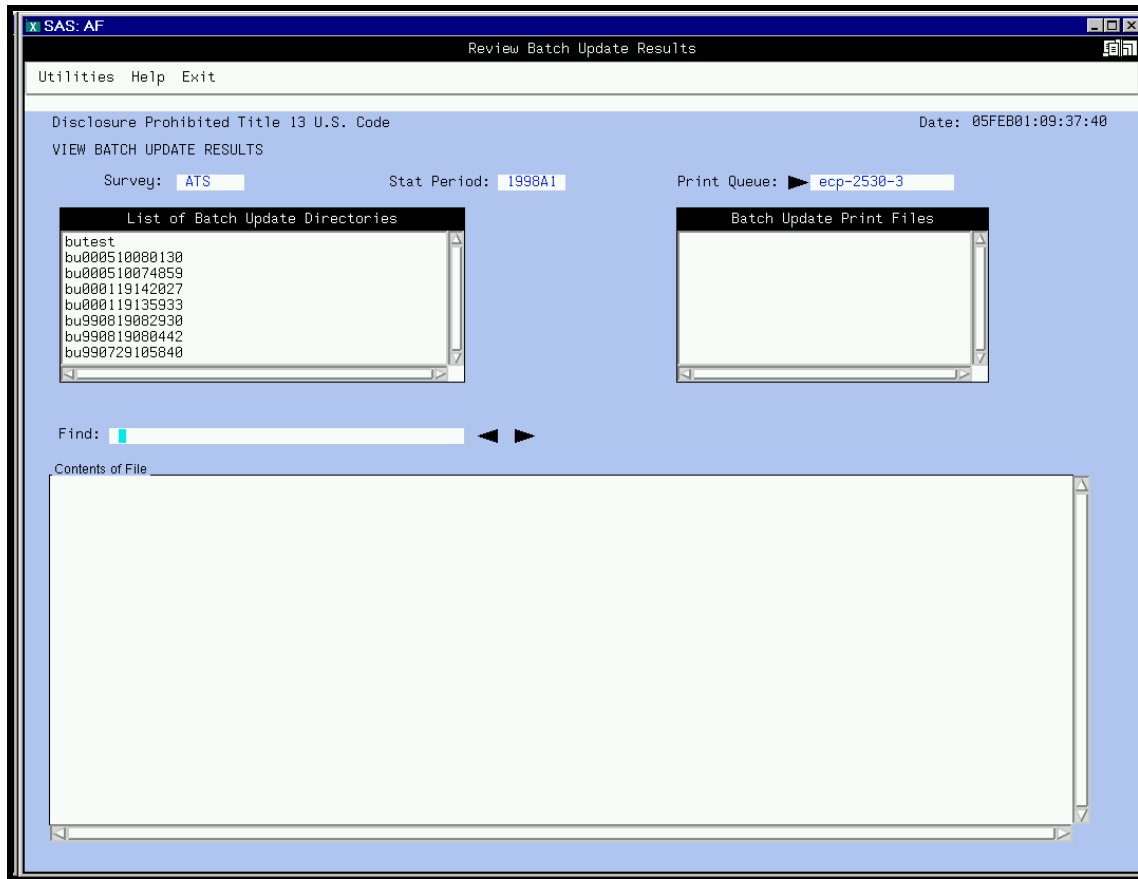! Select the "Batch Update Information" option to display the following:

Figure 3.5.4   Batch Update Information Screen

! The default survey and stat period are displayed at the top of the screen. These fields are not correctable. To change to a different survey or stat period, you must return to the Survey Selection screen in User Setup (see Chapter 1).

! The default print queue is displayed in the upper right-hand corner of the screen. If you choose to print any of the batch update files (using the UTILITIES p-menu option), they will automatically be sent to this default printer. If you prefer to have a print job sent to another location, simply click on the arrow and choose a different printer from the pick list. See below for more information on printing batch update files.

! The following 3 windows of information are displayed in this screen:

1. List of batch update directories
2. Batch update print files
3. Contents of file

1. **<u>List of Batch Update Directories</u>**

   ! When a batch update is run, the StEPS batch update program creates a unique directory for the results. If the batch update is run in <u>test mode</u>, the directory is created in "$DATALIB/butest". If the batch update is run in <u>production mode</u>, the directory is created in $SURVLIB and named as follows:

   > bu<yymmddhhmmss>

   (where 'yy' = year, 'mm' = month, 'dd' = day, 'hh' = hour, 'mm' = minute, and 'ss' = second).

   A list of these directories is displayed in the "List of Batch Update Directories" window on the left side of the screen. (These directories will be purged periodically by your production programmers.)

   ! To view the contents of a directory, click on the directory. A list of all files (excluding data sets) stored in that directory will display in the "Batch Update Print Files" window on the right side of the screen.

   To view the *data sets* associated with the batch update run, click on the batch update directory and then select the "View Data Sets" option from the UTILITIES p-menu.

2. **<u>Batch Update Print Files</u>**

   ! When you click on a directory in the "List of Batch Update Directories" window, all files that exist in that directory, with the exception of the data sets, will display in the "Batch Update Print Files" window to the right. The files that exist in a given directory will vary depending on the type of batch update run, and may include the following:

ASCII Files and Listings

addinf.dat	Small text file that states whether or not there were any "Add" SDO records processed
ats_yymmdd.log	Log file from the batch update
budsp.lst	Batch update disposition listing; contains a summary listing of what happened to each ID in the SDO, then lists any reject or warning dispositions; used primarily by DPD
busum.lst	Batch update summary; lists the total number of IDs that were processed, the # that passed, failed, were added, ghosted, deleted, the # of control variables updated, items updated, etc.
ctaudit.lst	Control file audit listing; displays the original and updated values for all changes made to the control file as a result of the batch update
delinfo.dat	Small text file that states whether or not there were any "Delete" SDO records processed
itaudit.lst	Item audit listing; displays the original and updated values for all changes made to the 'reported' and 'edited' data as a result of the batch update
mailinf.lst	Batch update summary that is mailed to the list of recipients specified in the cc:Mail data set (jobflag = "BU")
restinfo.dat	Small text file that states whether or not there were any "Restore" SDO records processed
resvinf.dat	Small text file that states whether or not there were any "Reserve" SDO records processed.
sdo010223200009.dat	The SDO file that contains the concatenated information from all MCS files (retrieved from the MCS during the night run)

! Click on the name of the file to display the contents of that file in the display window at the bottom of the screen.

! To view the *data sets* associated with the batch run, click on the directory (in the List of Directories window) and then choose the "View Data Sets" option from the UTILITIES p-menu. Any data set that was updated or created during the batch run will display:

Data Sets

adyyyypp	Contains the "Adds" from the SDO file
badsdo	Contains any records that do not pass basic tests (included in the batch update program) for the SDO file (e.g., first six characters of the SDO do not contain the correct survey code)
budisp	Contains batch update disposition messages (warnings and failures)
bumis1	Contains management information about each ID in the SDO
chyyyypp	Contains control file changes from the SDO
colhist	Contains the collection history records for processed check-in and extension dates; this file is appended to the DATALIB.COLHIST data set
ctyyyypp	Contains all 'C' control file *type* records; is later split out into changes, adds, deletes, ghosts, etc for processing
ctaudit	Contains control audit records created from the batch update; these records are appended to the control audit trail
ctaudit2	"ctaudit" (see above) with the keying <u>batch number</u> and <u>sequence number</u> applied to it
dlyyyypp	Contains "Deletes" from the SDO file
ghyyyypp	Contains "Ghosts" from the SDO file
idyyyypp	Contains a list of IDs from the SDO file and identifies on which control file (C1, CT) the ID exists; also identifies if any IDs are duplicates
ityyyypp	Contains 'I' item *type* records from the SDO file
itaudit	Contains item audit records created from the batch update; these records are appended to the item audit trail
itaudit2	"itaudit" (see above) with the keying <u>batch number</u> and <u>sequence number</u> applied to it
mcsfile	Contains a list of the files pulled from the Master Control System; these files are concatenated together into a file named sdo<yymmdd><hhmmss>.dat.

mgyyyypp	Contains "mailgrp" records from the SDO file
ntyyyypp	Contains "note" records from the SDO file
orgsdo	Contains the original SDO data records
rsyyyypp	Contains "respondent text" records from the SDO file
rtyyyypp	Contains "Restore" actions from the SDO file
rvyyyypp	Contains "Reserve" actions from the SDO file
sdo	Contains the original SDO records (orgsdo) minus the rejected (badsdo) records
si*yyyypp*	Contains "Source" item records from the SDO file
supp	Contains a list of disposition message codes to suppress for a specified survey

NOTE: There will be a separate data set for each of the *yyyypp* statisitical periods in the SDO (e.g., C1yyyypp, Ityyyypp)

3. Contents of File

! The contents of the file selected from the "Batch Update Print Files" or the data set selected from the "View Data Sets" option will display in the "Contents of File" window.

! Use the vertical scroll bar to scroll through the file.

! You may enter a word or phrase in the "Find" field, to search for a particular word or phrase in the contents of the file. Click on the right or left arrow, '➤' to search for the first occurrence of the entry. The <u>right</u> arrow will search for the first occurrence of the entry to appear AFTER the first line currently displayed on the screen. The <u>left</u> arrow will search for the first occurrence of the entry to appear BEFORE the first line currently displayed on the screen.

! Use the UTILITIES p-menu option to access the first line ('Top') or last line ('Bottom') of the file.

! Select "Exit" from the EXIT p-menu, or press 'F3' to return to the Batch Update menu.

! To print the file, position the cursor on the table and click the right mouse button. Select the "Print" option.

You may also print the file currently displayed on your screen by choosing the "Print" option from the UTILITIES p-menu.

P-Menus

Batch Update Information Help Screen

P-Menu	Options	Function
UTILITIES	Print	Print the file currently displayed in the "Contents of File" window
	View Data Sets	Specify which batch update data set you wish to view
HELP	Batch Update Help (F1)	Display HELP information on using the Batch Update screens
	WhoamI (F7)	Display user default and systems information
EXIT	StEPS Main Menu (Home)	Return to StEPS Main Menu
	Exit (F3)	Exit to previous screen